

## How to View Responses (Abstracts) to Solicitations

After a solicitation has closed, the following day vendor responses may be viewed online in the IPRO system. Quotations and Bids will display the vendor name and prices they bid. Proposals will only display the vendors name with no pricing shown. To view vendor responses:

Login to your account at <http://ipro.sicomm.net/IPRO/> or <http://www.sicomm.net>

1. Click on the **Agency Opportunities** tab.

2. Click on the **Abstracts** sub-tab.

3. If known, the quickest way to get bid results is to enter the specific solicitation number to the box on the right labeled **Optional Specific RFx Nbr:** \_\_\_\_\_ (example: ITB01234 or RFQ01234) – skip instruction 4 below.

4. If the specific solicitation number is not known then a search can be done using the following information:

Select the status:

- a. **Awaiting Award:** Solicitation has closed but has not been awarded yet
- b. **Intent to Award:** this feature is not used in Idaho and will not display any results
- c. **Awarded:** Award has been completed and issued
- d. **RFB/RFP Public Openings:** This is currently not used in Idaho and will return no results

Select the RFx type:


- a. **Quotations:** Small Purchase Request for Quotations
- b. **Bids:** Invitations to Bids (ITBs)
- c. **Proposals:** Requests for Proposals – note: pricing is not shown on RFP responses until after an award has been made.

5. **Agency on-line days of History:** Enter the number of days of history to display. The default shown is the maximum that can be displayed.

6. Select the appropriate **View RFQ List** button to the left of the Agency (you may have a list of several states, cities, or counties to choose from depending upon your profile).


<b>Main</b> <b>Agency Opportunities</b> <b>Solicitation Manager</b> <b>Awards Manager</b> <b>Partners Manager</b> <b>Profiles Manager</b> <b>Miscellaneous</b>			
Request for > Quotation Bids Proposals Information <b>Abstracts</b> Additional Bid Postings Past Responses Contact Us Help Logout			
		<b>FPIERCE Test Account</b> 650 W State Street Room B-15 Ewa Beach, HI 96706	
			
Registered Agencies that allow Abstract View current as of: Wed Apr 20 11:18:17 GMT-0700 (PDT) 2011			
Abstract Status: <input type="text" value="Select Status"/>		Solicitation Type: <input type="text" value="Select RFx Type"/> <b>Optional Specific RFx Nbr:</b> <input type="text"/>	
<b>View RFQ List</b>	<b>Agency</b>	<b>Agency on-line days of history</b>	
<input type="radio"/>	State of Idaho	<input type="text" value="90"/> Max Value: 90	
<input type="button" value="Back"/>			

7. A list of solicitations meeting your selections will be displayed. View the bid and the responses by clicking on the **View Abstract** button on the left.



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State of Idaho A00000000011

Idaho Division of Purchasing



660 W State Rm B-15

PO Box 83720

Boise ID, 83720-0075

Listing of "Electronic " Request for Bid Documents Awaiting Award as of: Wed Apr 20 11:31:48 GMT-0700 (PDT) 2011

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View Abstract	Solicitation Nbr	Status / View Award	Delivery Date	Responses	Line Items	Close Date	Commodity	Short Description
	ITB03709-01	Awaiting Award	Fri Jul 29 2011	7	1	Tue Apr 12 2011 17:00:00	76090	Track Excavator with Attachments as
	ITB03699-01	Awaiting Award	Thu Sep 01 2011	4	1	Wed Mar 30 2011 17:00:00	07208	6X4 Tractor Truck Chassis as per at

8. The bid document will display. **Scroll down** to the bottom to see the list of vendors who responded and their pricing. The lowest cost vendor is always displayed first, the highest last. Uploaded attachments are not available for viewing as they may contain proprietary or trade secret information. To get full information on a particular bid response, contact the Idaho Division of Purchasing with a public records request at 208-327-7465.